

**Board Meeting Minutes**  
**Carlton Landing Fire and Rescue, Inc.**

5/6/2023

1:00pm

Zoom Meeting

**Board Members:**

*Present:* Susan Zubik, Rosie Dominic, Craig Ireland

*Quorum present?* Yes

**Proceedings:**

The meeting was called to order at 1:03 pm by Chair, Susan Zubik

- April meeting minutes were reviewed and approved
  - Motion to approve minutes – Craig Ireland
  - Second – Susan Zubik
  - Nays - None

***Report: Status of Previous Actions Discussed***

- **Fire Truck:** Mike Kearney has discovered that rats have destroyed the 1985 Fire Truck hoses. Additionally, Mike Kearney has not notified collectors that the truck is available for sale but feels we could scrap the truck for about \$1,000. Susan will follow up with Mike for more information. Susan will obtain the truck's odometer number and pictures and consider posting the fire truck for sale on Facebook Marketplace. Once we receive the deed for the land, Craig suggested parking the truck on the donated land and show our fundraising efforts.
- **Donated Land:** Will has staked the land for the fire station location but still needs to write the legal description. David Kimmel has been trying to connect with Will; however, due to other big CL projects, Will has not been available. The Board will continue following up with Will and asking him to prioritize the legal description of the fire station.
- **Carlton Landing Foundation (CLF) –** A request was made to the CLF for a \$20,000 donation. The CLF Board has been notified about the request.
- **Financing –** Craig Ireland contacted Cross First Bank to inquire about possible financing for the CL Fire Station. The bank offered the following options:
  - Using the land at the top of the hill as collateral for obtaining a loan. The land must be free of any liens and have no developer restrictions.
  - Private financing – An investor could obtain a CD Loan (invest funds and use the CD as collateral) to get funds for the Fire Station.Both options are available without the need for a revenue stream.

- **Fundraiser:** We currently have \$50,200 fundraising funds and \$5,000 from the previous Fire Department account. Sue sent Jim Keating's email note to residents, and Craig is writing a Facebook post to encourage further donations. Our grassroots word-of-mouth fundraising campaign is working.
- **Communication:** We will continue to use the CL Facebook page to communicate our fundraising information and any CLFD news. All communications must be posted on the CL Community and CL Marketplace pages.

***New Business:***

- **Financials:** Craig Ireland provided the Board with financial statements. Craig will complete the 990EZ tax return by 5/15/2023
- **Building:** Sue will inquire about starting construction on the Fire Station in stages. With our current fundraising balance of \$50,200, we need to determine (with a contractor) the first steps.
- **Merchandise:** Rosie will obtain a bid from Century Martial Arts for T-Shirts to see if pricing is better. Currently, we are paying \$12.00 per shirt.
- **Expenses:** The Board is considering how to cover Joel Bain's expenses with our limited revenue stream. Mileage payments could amount to \$166 per round trip. Craig recommended a monthly retainer of \$150 to \$200 per month. Additional payments could be made in months that actual training occurred. Joel's is our bridge to obtain our needed certification for our Fire Department. Once we are certified, there could be funds from the state for training. Rosie will contact Kiaminchi on training information and state funding. Last quarter our expenses exceeded our revenue. This shortfall was due to a few start-up expenses and one-time payments. This should not be a problem in the future.
- **Storage:** We have donated fire equipment that needs storage; unfortunately, we have no storage space. Sue will continue to contact Jeremy to follow up on access to the storage facility.
- **Additional Funding:** Several suggestions were made to generate ongoing funding:
  - 1) Request additional funds from Carlton Landing.
  - 2) Sue will check with the county to determine the specific purpose of county funding.
  - 3) Continue to research the Subscription Model for generating revenue.
  - 4) Sue will visit with Grant Humphreys to discuss adding a rural fire department tax to CL residents' property tax liability.
- **Board Meeting:** July Board meeting has been reschedule to July 8, 2023.

The meeting adjourned at 1:43pm. Next Board Meeting is scheduled for 6/3/2023.